

CJIS Board Meeting Minutes

September 16, 2008 – 8:00 AM- 9:00 AM

Chief Justice's Office ~ 1st Floor, Supreme Court

Attendees:

Thomas L. Trenbeath, Chief Justice Gerald VandeWalle, Lisa Feldner, Pam Schafer, Amy Vorachek, Leann Bertsch, and Nancy Walz

- Approve minutes
 - Tom moves to approve. Chief seconds. Minutes approved.
- Fair Treatment Standards for Victims and Witnesses Bill Draft –Judiciary Committee
 - The Chief is concerned with provisions on page 9 and asked if it was moved to another section. Chuck stated it is outlined later in the draft. Chief believes it would be easier to list on page 9. Amy went through the draft. Page 2 line 26, registered victim. Amy would like to have a definition of registered victim and what they need to do to be a registered victim. Pam, under section 12 would also be a good place to add it. Amy agrees that it needs to be put somewhere in this draft. Chief, down the line you may want to change this and will not be able to. Amy stated some states have not altered their fair treatment standards for victims. Amy handed out some examples from other states. Amy contacted Vonette from Legislative Council yesterday and they won't be meeting again before the meeting.
 - Page 8, line 28, wording may be altered.
 - Page 9, line 17, Amy asked Chuck if he thinks SAVIN will be able to do this? Chief stated probably for a sex offender but not all offenders. Chief proposes to add a definition of offender.
 - Line 24, what is the expectation of the victim regarding that status report or the information received? We've talked about providing the victim with the offender's location. "Any obligation", this wording makes Amy nervous. Chief noted it is worded like that for the State's protection. Pam stated this would follow suit with other states.
 - Custody statutes will be added. Line 4, officials will be added. Line 6, left out the word transferred. Line 3, it speaks to custodial authorities only. Should other SAVIN components be mentioned?
 - Tom stated if the word official is added, it also needs to be protected.
 - Chief, line 4, system operator is taken off and recommends defining user agency.
 - Has this bill been reviewed or provided to the Legislative Council? Chief suggests Amy get together with Vonette. Amy talked with her yesterday and she is willing to help. Amy asked for any additional comments.
 - Pam stated other states have adopted a one line statement that reads "if we have an automated system, our obligations are met by that system". Leann prefers language to be set forth in the bill and we do not have to search for this information.

- Amy reminded everyone that changes and questions will probably occur. Leann suggests defining user agency. Chief stated to talk to Vonette about changes to these documents. The way Nancy reads this, SAVIN would be their only option. When rolled out, everyone who needs to provide information must use this system to provide that information. Chief stated this is correct with one provision about the website and the telephone calls that non-registered offenders should have a number to call up and get that info. It wouldn't be the agency's option; it would be the victim's option.
- **CJIS Status – Pam Schafer**
 - CJIS Portal 2.0 – Currently ITD developers are system testing. The project is expected to be implemented in late December. The project cost has been lowered as ITD is using state employees versus contractors.
 - Bismarck PD – CJIS is awaiting completion of CJIS Portal 2.0.
 - Cruiser - Trail County was added to the list of users and CJIS is looking for further agencies.
 - The Chief asked if there have been any complaints with Cruiser. Pam stated Kelly Janke, Towner County Sheriff, can only enter field calls, not calls for service as he would like to enter. The Cruiser component does not have "calls for service". Kelly is asking if we can make a change to the system. Pam is having Gordon research options and she will report back. Kelly stated the officers like the product. A new Motorola product is scheduled for 2009 and we may need to wait for that.
 - VPN - An update on VPN will occur in October.
 - Disposition study – CJIS is waiting for data from Judy Volk at BCI.
 - Next month Darin will be reporting to this group and the committee on Law Enforcement agency survey. We've gotten 2 additional agencies.
- **SAVIN – Amy Vorachek**

Contract authorization – The Chief moves to approve the Appriss contract authorization, Tom seconds, motion carried.
- **Bill Draft – Thomas L. Trenbeath**
 - Tom presented the bill draft to the board on reorganization.
 - Chief asked about the proposal for reorganization. Where does that come in? Pam stated the proposal was used at the prior board meeting in preparation of this bill draft.
 - Tom stated the bill draft is straightforward. As long as the right people are listed in the bill the language is very simple.
 - Chief questions page 3, line 8. Is there a possibility we are going to replicate another level of committee? Tom stated we could but that would be our fault. It is up to us if we do it or not. Tom stated there will be some areas where we would want a committee of people with other expertise on projects. There are 12 individuals now. There ought to be someone from that committee on other established committees. Nancy stated the committee and the board function similarly. If we create a special committee, it should be focused on something quite distinct.
 - Chief asked who is going to introduce this bill. Lisa stated it needs to be approved by the board first and the Legislative IT Committee will introduce the

bill. She stated Roxanne requested the bill draft to put it in standard form for presentation to the Legislative IT committee. Pam will forward this to Roxanne.

- Tom motions to approve to seek introduction to the Legislative IT committee. Chief seconds. Motion carried.

- **Administrative Rules**

Pam presented the administrative rules prepared prior to the bill draft. The “new revised administrative rules” are being presented to include the changes from the governance bill draft Tom presented. Pam stated we should wait on these until after the session and everyone agreed.

- **Nancy Walz Status Change**

Lisa presented Nancy with a gift in recognition of her service over the years. Nancy plans to work 20 hours per week. Nancy plans to continue to work with CJIS. Nancy stated CJIS has been one of the favorite parts of her job. She’s been with ITD for 8 or 9 years and DPI before that. She’s been with the state for a total of 18 or 19 years.